

Municipal Service Review (MSR) Working Group
Cities of Los Alamitos and Seal Beach and the Unincorporated
Communities of Rossmoor and Sunset Beach
January 22, 2004

AGENDA

6:00 PM	I.	Call to Order <ul style="list-style-type: none">▪ Purpose and opening remarks▪ Introduction of facilitator	Susan Wilson, Chair, OC-LAFCO
6:10 PM	II.	Review Agenda and Desired Outcomes	Sharon Browning, Facilitator
6:15 PM	III.	Introductions and Expectations	Working Group
6:45 PM	IV.	Working Group Process <ul style="list-style-type: none">▪ Discussion Guidelines Public representations▪ Role of Working Group members▪ Role of LAFCO staff▪ Role of Technical Advisory Committees▪ Role of Facilitator▪ Record keeping<ul style="list-style-type: none">- Meeting minutes- WG member work books▪ Decision-making Role of press▪ Public comment▪ Other?	Working Group
7:30 PM	V.	Review, Clarify and Confirm Purpose <ul style="list-style-type: none">▪ Discussion/Q & A▪ Modify as necessary and adopt purpose statement	Working Group
7:45 PM	BREAK		
8:00 PM	VI.	Review Proposed Work Plan <ul style="list-style-type: none">▪ Clarification and discussion▪ Modify as necessary and adopt work plan	Working Group
8:30 PM	VII.	Meeting Logistics <ul style="list-style-type: none">▪ Schedule meeting dates & locations	Working Group
8:45 PM	VIII	Follow-up Action Items & Next Steps	Working Group
9:00 PM	IX.	Adjournment	